

**Uniform Notice for Funding Opportunity (NOFO)**  
**Summary Information**  
**FY19 Version**

	Data Field	
1.	Awarding Agency Name:	Illinois Environmental Protection Agency
2.	Agency Contact:	Agency contact information for the application process: Chad Kruse <a href="mailto:Chad.Kruse@illinois.gov">Chad.Kruse@illinois.gov</a> 312-814-5956
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	N/A
6.	Funding Opportunity Title:	Wastewater Treatment Plant Energy Efficiency
7.	CSFA Number:	CSFA Number must be assigned before NOFO can be completed
8.	CSFA Popular Name:	Wastewater Treatment Plant Energy Efficiency
9.	CFDA Number(s):	81.041
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	\$1,000,000
12.	Award Range	\$5,000 - \$500,000
13.	Source of Funding:	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding Mark all that apply
14.	Cost Sharing or Matching Requirement:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
15.	Indirect Costs Allowed  Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the citation governing the restriction: Award Agreement for U.S. Dept. of Energy Office of Energy Efficiency & Renewable Energy Award No. DE-EE0007472 and 2 CFR Part 200 as amended by 2 CFR Part 910.
16.	Posted Date:	December 9, 2019

17.	Application Range:	Monday December 9, 2019 to Friday February 28, 2020
18.	Technical Assistance Session:	<p>Session Offered: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>See Section G, below. Any questions about this NOFO should be directed to: Travis Grupe at <a href="mailto:travis.b.grupe@illinois.gov">travis.b.grupe@illinois.gov</a> or 217-785-8841</p>

## NOFO Supplemental (Agency-specific Content for the NOFO)

### A. Program Description

The Illinois Environmental Protection Agency Office of Energy is pleased to announce a Notice of Funding Opportunity (NOFO) for the period of December 9, 2019 to February 28, 2020. The Illinois Environmental Protection Agency (“Illinois EPA” or “Agency”) is seeking Illinois publicly-owned wastewater treatment works that have received an energy efficiency assessment within the last five years. If the energy efficiency assessment yielded recommendations for projects that improve energy efficiency at a wastewater treatment plant (“WWTP”), then the facility may be eligible for funding through the U.S. Department of Energy State Energy Program (Dept. of Energy SEP), which is administered by the Illinois EPA Office of Energy.

Awards will be granted on a competitive basis. Illinois EPA will prioritize and select the most impactful projects, ranked according to multiple factors, including, but not limited to, energy savings resulting from each award dollar funded (kWh/\$) and considerations such as the energy rate paid by the facility and the energy cost per million gallons of water treated. Applicants must submit an application and a project plan for the energy efficiency upgrade project(s) that they would like considered for funding. Additional details about the application and project plan requirements can be found in Sections B and D of this NOFO.

#### **1. Program Background & History**

The Illinois EPA Office of Energy strives to achieve energy equity by investing Dept. of Energy SEP funds in projects across the State that aim to reduce the energy burden for Illinois consumers. More information about Dept. of Energy SEP can be found at <https://www.energy.gov/eere/wipo/state-energy-program>, and authorizing statutes and regulations for Dept. of Energy SEP can be found at 10 CFR 420.

This NOFO was designed to align with the goals of the Illinois EPA Office of Energy’s Assistance Agreement under the Dept. of Energy SEP. The Illinois Wastewater Treatment Plant Energy Efficiency Program—a key initiative of the Office of Energy—consists of two important opportunities for municipalities with publicly-owned WWTPs: (1) a no-cost WWTP energy efficiency assessment; and (2) a WWTP energy efficiency upgrades funding opportunity. This NOFO is designed to implement the WWTP energy efficiency upgrades funding portion of the program.

## **2. Energy Efficiency Upgrades**

Through the Illinois Wastewater Treatment Plant Energy Efficiency Program, the Illinois EPA Office of Energy seeks to fund impactful energy efficiency upgrades at publicly-owned WWTPs throughout Illinois.

The intended outcome of this program is to support Illinois municipalities' efforts to reduce the total energy consumption and costs of wastewater treatment in the State of Illinois. Performance will be measured for each project (before and after funding) according to the following metrics: the net annual energy saved at the facility (kWh/year); energy saved per dollar funded (kWh/\$), and the amount of energy used to process one million gallons of wastewater (kWh/MG) (see Section E.1., below, this is not intended to be a complete list). These metrics will be evaluated at the conclusion of a project and compared to both the pre-award state of the facility and the anticipated post-award state for the proposed project provided by the applicant. These performance measures align with the strategic goals of the Illinois EPA Office of Energy and are supported by the Illinois Performance Reporting System.

### **B. Funding Information**

Funding for this NOFO comes from the Dept. of Energy SEP, which is administered by the Illinois EPA Office of Energy. The Illinois EPA anticipates the total available funding for this award will range from \$500,000 to \$1,000,000. The Office of Energy seeks applications from Illinois WWTPs with meaningful energy efficiency improvement projects, regardless of the size of the proposed project or the amount of funding sought. This NOFO does not obligate the Illinois EPA to issue a grant award. The Office of Energy is unsure of the number and amount of individual awards that will result from this NOFO. The first grant cycle under the Program included a greater amount of total available funding and yielded awards ranging from \$130,000 to \$1,500,000. The Office of Energy anticipates award amounts resulting from this second grant cycle ranging from \$5,000 to \$500,000 per applicant.

Applicants of selected project(s) will enter into a grant agreement with the Illinois EPA and will be reimbursed no more frequently than once per month, as well as receive final reimbursement following completion of the project. The anticipated start date for performance of the award is as soon as a grant agreement is executed between the grantee and the Illinois EPA. The grant period will close no later than May 29, 2021. Periods of performance will vary depending on project type.

For purposes of this NOFO, the terms "Allowable Costs" and "Unallowable Costs" have the same meaning as provided in 44 Ill. Admin. Code Part 7000.

Subcontractors are subject to all provisions of Grant Agreements that result from this NOFO. Applicants retain sole responsibility for all subcontractors.

This NOFO is federally funded by the U.S. Department of Energy State Energy Program which has a match requirement of 20% for all Dept. of Energy SEP funding spent by Illinois EPA Office of Energy. Illinois EPA's cost match must come from non-Federal sources unless otherwise allowed by law. Cash and in-kind contributions used to meet the matching contribution requirement are subject to the limitations on expenditures described in 10 CFR 420.18(a), but are not subject to the 20 percent limitation in 10 CFR 420.18(b). Applicants must provide a minimum 15% cost match.

Project eligibility requirements are set forth in Section C.

Applicants must submit a Project Plan that describes how the award will be executed. The Project Plan must include necessary detail to enable Illinois EPA to manage the grant agreement progress against planned project performance.

While a single application may include more than one project, each project must have a project-specific plan. For example, one applicant with two projects is required to submit one application and two individual project plans. Each Project Plan must, at a minimum, set forth:

- 1) A project narrative describing the applicant and its eligible energy efficiency upgrade project. The narrative must include the following at a minimum:
  - a) Applicant name;
  - b) Physical address of the facility where the proposed project will be carried out;
  - c) Electric utility or electricity service provider with applicable account numbers;
  - d) Type of project (for example, the part of wastewater treatment process affected, description of current equipment to be replaced, description of proposed replacement equipment, etc.);
  - e) Rationale for the proposed project;
  - f) Average electricity rate paid (\$/kWh) for the previous 12 months;
  - g) Current energy cost of treating one million gallons of wastewater (\$/MG); and
  - h) Estimated energy cost of treating one million gallons of wastewater after proposed project is complete.
- 2) A project implementation timeline with key milestones. The timeline must include anticipated dates for the following events at a minimum:
  - a) entering into a contract with a vendor for all necessary equipment to carry out the project;
  - b) ordering equipment;
  - c) receiving equipment;
  - d) installation of equipment begin date;
  - e) project completion date;
  - f) placing equipment into service;
  - g) first monthly reimbursement request; and
  - h) final monthly reimbursement request.
- 3) A project budget including a total project cost amount with all equipment, service, labor and contractual costs itemized.
- 4) The vendor(s), contractor(s), and subcontractor(s) the applicant anticipates using for the project and estimated contractual costs itemized for each.
- 5) The amount of cost match (\$) and the percentage of cost match that the applicant will provide, including:
  - a) the funding source of the cost match; and
  - b) description of how cost match will be met.
  - c) If an application includes more than one proposed project, project-specific descriptions of cost match must be included in each project plan;
- 6) Information about the service territory of the facility at which the project is proposed, including:

- a) The physical boundaries of the service territory described using street or road names, sewer maps, county lines, or other geographic descriptors; and
- b) Population of the service territory.

Each project will be evaluated, ranked and scored individually. Grants will be awarded to projects that receive the highest scores based on the scoring criteria discussed in Section E, below. If funding remains after the highest scoring project is fully funded, the next highest scoring project will receive funding, and so on, from highest to lowest scoring projects until program funding has been awarded.

The grant period will begin upon the execution of the Grant Agreement and will close no later than May 29, 2021. Pre-award costs for services in anticipation of the award are not allowed. Since Illinois EPA operates on a reimbursement basis, applicants must be capable of funding the project and then submitting reimbursement requests to the Illinois EPA no more frequently than once per month.

### **C. Eligibility Information**

Eligible proposals will come from publicly-owned wastewater treatment plants within the State of Illinois. The applicant must be in good standing with the Secretary of the State.

An entity may not apply for a grant until that entity has registered and pre-qualified through the Grant Accountability and Transparency Act (GATA) website, [www.grant.illinois.gov](http://www.grant.illinois.gov), Grantee Links tab. Registration and pre-qualification are required annually. During pre-qualification, verifications are performed including a check of federal Debarred and Suspended and Illinois Stop Payment List status. An automated email notification to the entity alerts them of “qualified” status and informs how to remediate a negative verification (e.g., inactive DUNS, not in good standing with the Secretary of State). A federal Debarred and Suspended status cannot be remediated. Key elements to be addressed are:

#### **1. *Eligible Applicants.***

Eligible projects must be located in Illinois and be a part of a publicly-owned WWTP. Projects must have been identified in an energy efficiency assessment within the previous five-year period.

For purposes of this NOFO, “energy efficiency assessment” means a review of wastewater treatment equipment and process conducted by someone other than facility staff that resulted in facility-specific, written recommendation(s) with the purpose of improving energy efficiency or reducing energy costs and includes the following information:

- a. a description of existing, relevant WWTP equipment or processes;
- b. information about energy consumption of existing, relevant WWTP equipment or processes;
- c. a description of new equipment or process(es) that would improve energy efficiency or reduce energy costs; and
- d. an estimate of energy savings and money savings resulting from the equipment or process change.

An applicant eligibility checklist is provided below. **If the answer to any of the following questions is no, the proposed project will not be considered for funding.**

<b>Criteria</b>	<b>Yes</b>	<b>No</b>
Is the project located in Illinois?		
Is it part of a publicly-owned wastewater treatment works?		
Has there been an energy efficiency assessment performed by someone other than applicant's staff of project facility staff within the last five years?		
Did the energy efficiency assessment yield written recommendations for energy efficiency projects?		
Can the applicant provide a copy of these written recommendations with its application?		
Will the proposed project improve energy efficiency at the applicant's WWTP?		
Does the applicant meet all eligibility requirements outlined in Section C?		
Can the applicant provide the minimum 15% cost match of the total proposed project?		
Can the applicant provide up-front costs for the project with the understanding that reimbursement for eligible project costs will occur no more frequently than monthly?		
Can the project(s) be installed and operational by May 1, 2021?		
Can the applicant submit its final request for reimbursement by May 29, 2021?		
<b>Additional GATA Criteria</b>	<b>Yes</b>	<b>No</b>
Can the applicant meet <b>all</b> of the following pre-qualification requirements through the Grant Accountability and Transparent Act ("GATA") grantee portal, <a href="http://www.grants.illinois.gov">www.grants.illinois.gov</a> , at the time of award?		
Does applicant have a valid DUNS number?		
Does applicant have a current SAM.gov account?		
Can the applicant prove it is not on the Federal Excluded Parties List?		
Is the applicant in good standing with the Illinois Secretary of State?		
Can the applicant prove it is not on the Illinois Stop Payment List?		
Can the applicant prove it is not on the Dept. of Healthcare and Family Services Provider Sanctions List?		
Applicant either: (a) has a current Internal Controls Questionnaire (ICQ); OR (b) is willing to complete an ICQ before Illinois EPA issues a Notice of State Award (NOSA) resulting from this NOFO?		

## **2. Cost Sharing or Matching.**

Each project must include a minimum cost match of 15% along with a description of how cost match will be met. This NOFO is federally funded by the U.S. Department of Energy State Energy Program which has a cost match requirement of 20% for all Dept. of Energy SEP funding invested by Illinois EPA Office of Energy. Illinois EPA's cost match must come from non-Federal sources unless otherwise allowed by law. Therefore, Illinois EPA will give greater consideration to projects that include higher percentages of cost match as described in Section E, below.

## **3. Indirect Cost Rate.**

In order to charge indirect costs to a grant, the applicant must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs:

- a. **Federally Negotiated Rate.** Organizations that receive direct federal funding may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. The State of

Illinois will accept the federally negotiated rate. The applicant must provide a copy of the federal NICRA.

- b. State Negotiated Rate. The applicant must negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate or elect to use the *De Minimis* rate.
- c. *De Minimis* Rate. An organization that has never received a Federally Negotiated Rate may elect a *de minimis* rate of 10% of modified total direct costs (MTDC). Once established, the *de minimis* rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the *de minimis* rate.

The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the Notice of State Award. An applicant has the discretion not to claim payment for indirect costs. Applicants that elect not to claim indirect costs cannot be reimbursed for indirect costs.

#### **4. *Other, if applicable.***

All applicants must comply with Dept. of Energy SEP National Environmental Policy Act (NEPA) requirements. Procedures that the Dept. of Energy follows to comply with Section 102(2) of NEPA (42 U.S.C. 4332(2)) and the Council on Environmental Quality regulations for implementing the procedural provisions of NEPA (40 CFR Parts 1500-1508) may be found at 10 CFR Part 1021.

### **D. Application and Submission Information**

#### **1. *Address to Request Application Package.***

The entire application package is included with this NOFO and may be downloaded at

<https://www2.illinois.gov/sites/GATA/Grants/SitePages/CSFA.aspx>.

Potential applicants may address any problems with accessing the application package by contacting Travis Grupe at [travis.b.grupe@illinois.gov](mailto:travis.b.grupe@illinois.gov) or 217-785-8841.

#### **2. *Content and Form of Application Submission.***

Complete applications must be submitted electronically to [epa.energy@illinois.gov](mailto:epa.energy@illinois.gov). Applications submitted after February 28, 2020 will not be considered for funding. All project descriptions, proposals, charts, tables, and cost estimates must be included with the application. Applicants must use the application forms provided along with the GATA Uniform Application and the GATA Uniform Budget. These forms are designed to allow the Illinois EPA and the review committee to obtain sufficient information to properly evaluate each proposed project.

A complete application package consists of:

- a. Uniform Application for State Grant Assistance;
- b. Energy Efficiency Assessment;
- c. Project Plan(s);
- d. Uniform Budget Template; and
- e. National Environmental Policy Act Compliance Certification.

### **3. *Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM).***

Each applicant (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) is required to:

- a. Be registered in SAM before submitting its application. To establish a SAM registration, go to <https://www.sam.gov/SAM/> OR utilize the instructional link “How to Register in SAM (System for Award Management)” at the Grant Accountability and Transparency Act website’s “Resource Library” found at <https://www2.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx>.
- b. Provide a valid DUNS number in its application; and
- c. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal, Federal pass-through, or State award or an application or plan under consideration by a Federal or State awarding agency.

The Illinois EPA may not make a State award to an applicant unless the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with these requirements by the time of award, the Illinois EPA may determine that the applicant is not qualified to receive a State award and use that determination as a basis for awarding another applicant or not making an award.

### **4. *Submission Dates and Times.***

The applicant must provide all information requested in the application package. The application must be received by 11:59pm Central Time on February 28, 2020. Applications must be submitted electronically to [epa.energy@illinois.gov](mailto:epa.energy@illinois.gov) with the subject line “[Applicant Name] EE at WWTP Funding Application Materials”. For example, if the city of Efficient submitted an application, the subject line of its email would be “Efficient EE at WWTP Funding Application Materials”. Applications submitted after 11:59pm on February 28, 2020 will not be considered for funding. The Illinois EPA will use the date and time of the submittal email to determine whether an application has been timely submitted.

All documents that are signed must be signed by a person authorized by their organization to enter into formal contractual agreements.

Following a decision of intent to award, the Illinois EPA is required by GATA to conduct a financial and administrative risk assessment of the applicant. The Programmatic Risk Assessment Questionnaire evaluates the applicant’s ability to successfully carry out the terms of a specific project and assesses four risk categories: 1) quality of management systems and ability to meet the management standards; 2) history of performance; 3) reports and findings from audits performed on prior awards; and 4) the applicant’s ability to effectively implement statutory, regulatory, or other requirements imposed on awardees.

Additional information may be required from all successful applicants. For an applicant to remain eligible for the award, it must provide the requested information within 30 days after notification of intent to award.

### **5. *Intergovernmental Review, if applicable.***

This funding opportunity is subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”



## 6. ***Funding Restrictions.***

Costs incurred prior to the effective date of the grant agreement or after the grant agreement term ends are ineligible for reimbursement. Costs incurred prior to the effective date of the grant agreement or after the grant agreement term ends are ineligible as match.

All expenditures must be allowable, allocable, and reasonable in accordance with the applicable Federal cost principles. Refer to 2 CFR 200 for more information. Under 2 CFR 200 as amended by 2 CFR 910 regulations, the cost principles are contained in Subpart E—Cost Principles within 2 CFR 200. (See SEP Administrative and Legal Requirements Document at <https://www.energy.gov/sites/prod/files/2018/06/f53/sep-alrd-mod1.pdf>.)

## E. **Application Review Information**

### 1. ***Criteria.***

This NOFO is designed to fund energy efficiency projects at publicly-owned WWTPs that will result in increased energy efficiency and energy cost savings for Illinois municipalities. Projects that include renewable generation or combined heat and power (CHP) will not be given special consideration.

All applications will be reviewed for completeness, technical merit, and adherence to the competitive grant evaluation criteria described in this NOFO. Applications found to be complete will undergo a comprehensive, merit-based review performed in compliance with GATA and 2 CFR 200 Uniform Requirements. The merit-based review is designed to evaluate projects against the following criteria:

- **Need.** Each proposed project must improve energy efficiency at the WWTP facility. This component will be evaluated based on the question: will the proposed project result in improved energy efficiency? The answer will be scored as either a Yes or No. No points will be awarded. If the answer is No, the application must be rejected. The objective of this criterion is to only consider projects that will result in improved energy efficiency.
- **Capacity.** This component will be evaluated based on whether the applicant and project meet eligibility requirements. The applicant's capacity will be scored as either Yes or No. No points will be awarded. Eligibility requirements are specifically listed in Section C of this NOFO. The objective of this criterion is to fund projects that are the most likely to be implemented as proposed.
- **Quality.** This component will be evaluated based on whether the applicant's proposed project plan(s) is submitted in substantial compliance with the requirements of Section B of this NOFO. The answer will be scored as either a Yes or No. No points will be awarded. The objective of this criterion is to evaluate the totality of the features and characteristics of the project to determine if the project satisfies the program requirements.
- **Energy Savings per Illinois EPA Dollar Funded.** Proposed projects will be ranked primarily based upon the amount of energy savings proposed (kWh) per Illinois EPA Office of Energy dollar funded toward the project. Projects with the highest amount of energy savings per dollar funded will be ranked highest (most likely to receive an award). Projects with the lowest amount of energy savings per dollar funded will be ranked lowest (least likely to receive an award).
  - o The highest numerical score will be associated with the winning project, the second highest score will be associated with the second winning project and so on until funds have been exhausted.
  - o Energy Savings per Dollar Funded is referred to as the "primary rank" because it will be weighted to have the greatest outcome on a project's final score. The secondary ranking criteria below will be weighted in a way that results in a smaller influence on a project's final score.

Therefore, Energy Savings per Illinois EPA Office of Energy dollar funded is the foundation for project scoring.

- **Energy Cost Impact.** The following Energy Cost Impact criteria will result in additional points added to the Energy Savings per Illinois EPA Dollar Funded ranking:
  - o Energy rate information will be taken from each application. Projects with the highest electricity rate (kWh/\$) over the previous 12 months will be ranked highest (most likely to receive an award). Projects with the lowest electricity rate will be ranked lowest. The objective of this criterion is to reduce the energy cost burden for those projects that pay the highest energy rates for wastewater treatment.
  - o As with energy rate information of all proposed projects, the amount of energy (kWh) used to process one million gallons of wastewater will be obtained from applicants. Projects at facilities that use the greatest amount of energy to treat one million gallons of wastewater will receive the highest score (most likely to receive an award). Projects that use the least amount of energy to treat one million gallons of wastewater will receive the lowest score. For this criterion, energy usage at the time of application, not post-project, is the relevant energy usage. The objective of this criterion is to award grant funds to projects that have a higher energy usage for each million gallons of water processed.
  - o An overarching objective of this NOFO is to reduce the total amount of energy used for wastewater treatment in the State of Illinois. Therefore, the total annual energy (kWh) saved by the proposed projects will be obtained and ranked. Projects that save applicants the greatest amount of energy per year will receive the highest score (most likely to receive an award). Projects that save applicants the least amount of energy per year will receive the lowest score. The objective of this criterion is to award funding to projects that result in the greatest reduction of energy used per year in wastewater treatment in the State of Illinois.
- **Matching Funds.** The Illinois EPA must meet a 20% match of all Dept. of Energy SEP funds spent. Therefore, match is mandatory for this and all Office of Energy program funds. However, an applicant's ability to match an Illinois EPA award with non-federal funds will be considered as a part of the Energy Savings per Illinois EPA Dollar Funded criterion, not determinative of whether Illinois EPA will make the award. Applicants must provide a minimum 15% cost match. The objective of this consideration is to ensure that Illinois EPA's Dept. of Energy SEP funds will be leveraged as much as possible to advance energy efficiency in municipal wastewater treatment throughout Illinois.
  - o An applicant's ability to match Illinois EPA funding for a project must be included in the applicant's plan for each project proposed. An applicant's proposed cost match will impact the Illinois EPA Office of Energy dollar funded figure used to rank projects, as discussed above. In that way, an applicant's likelihood of receiving funding will increase with the amount of match contributed.

## **2. Review and Selection Process.**

Additional review and selection processes include:

- Illinois EPA staff will be responsible for evaluating project applications.
- Any eligible project applications not funded may be eligible to reapply in future funding opportunities depending on the eligibility criteria of those future funding opportunities.
- A merit-based evaluation appeal process is available to applicants, but appeals are limited to the evaluation process. Evaluation scores may not be protested. Only the evaluation process is subject to appeal. An appeal must be submitted in writing to [epa.energy@illinois.gov](mailto:epa.energy@illinois.gov) with the subject line "WWTP Comp. Funding Evaluation Process Appeal", or to the following address:

Illinois Environmental Protection Agency  
Office of Energy  
ATTN: WWTP Comp. Funding Evaluation Process Appeal  
100 West Randolph Street, Suite 4-500  
Chicago IL 60601

Appeals must be received within 14 calendar days after the date that the grant award notice has been published by the Illinois EPA.

- o The written appeal must include the following:
  - ☐ The name and address of the appealing party;
  - ☐ Identification of the funding opportunity; and
  - ☐ A detailed statement of reasons for the appeal.

The Agency will acknowledge receipt of an appeal within 14 calendar days from the date the appeal was received. When an appeal is received, the execution of all grant agreements that the Illinois EPA intends to make under this NOFO shall be stayed until the appeal is resolved, unless the Illinois EPA determines the needs of the State require moving forward with execution of the grant agreements. The State need determination and rationale shall be documented in writing. The Agency will respond to the appeal within 60 days or supply a written explanation to the appealing party as to why additional time is required. The appealing party must supply any additional information requested by the Illinois EPA within the time period set in the request. The Illinois EPA will resolve the appeal by means of written determination, which shall include, but not be limited to, review of the appeal, appeal determination, and rationale for the determination.

**3. Anticipated Announcement and State Award Dates, if applicable.**

<b>Anticipated Date</b>	<b>Illinois EPA Action or Award Deadline</b>
December 9, 2019	NOFO Released
February 28, 2020	Application Period Closes
March 31, 2020	Send a Notice of State Award to selected applicants for signature
April 30 to June 30, 2020	Provide a fully-executed grant agreement to grant recipients
May 1, 2021	Awarded projects must be installed and operational
May 31, 2021	Final Reimbursement Request must be submitted to Illinois EPA

**F. Award Administration Information**

**1. State Award Notices.**

After the Illinois EPA has selected the projects that will be granted funds, successful applicants will receive a Notice of State Award (NOSA). The NOSA will specify the funding terms and specific conditions resulting from pre-award risk assessments. The NOSA will be distributed through the Grantee Portal, and it must be accepted through the Grantee Portal. The NOSA must be accepted before a Grant Agreement can be sent to the applicant.

After all the requirements have been completed, the Grant Agreement between the Illinois EPA and the applicant will be sent for the applicant to sign and return. Once the Grant Agreement is fully executed by the Illinois EPA, a copy will be returned to the applicant.

Only after the Grant Agreement has been signed by the Director of the Illinois EPA can expenses be incurred for grant reimbursement. Any expenses incurred outside of the grant period (before or after) are not eligible either as match or for reimbursement related to the grant.

## **2. *Administrative and National Policy Requirements.***

2 CFR 200 is the Federal Code provision that grants resulting from this NOFO will be administered under.

The Grant Funds Recovery Act (30 ILCS 705) also governs all grants resulting from this NOFO.

## **3. *Reporting.***

All grantees will be required to submit quarterly reports to the Illinois EPA describing the progress of the projects and costs incurred during the preceding 3-month period. Quarterly reports will be due on January 15, April 15, July 15, and October 15 during the grant period. Grantees must report the status of the project, specific tasks completed during the reporting period, tasks that remain to be completed, specific costs incurred and paid by the grantee during the reporting period, and projected date of project completion. A template of the quarterly report will be supplied to all grantees. Quarterly reports will be consistent with the Grant Funds Recovery Act (30 ILCS 705).

## **G. State Awarding Agency Contact(s)**

Any questions about this NOFO should be directed to: Travis Grupe at [travis.b.grupe@illinois.gov](mailto:travis.b.grupe@illinois.gov) or 217-785-8841

## **H. Other Information, if applicable**

This NOFO is funded by the US Dept. of Energy State Energy Program.

Neither the State of Illinois nor Illinois EPA is obligated to make any award as a result of this NOFO. Grant applicants who hope to apply grant funds to energy efficiency projects may not proceed with the proposed project until a properly executed Grant Agreement is in place.

Issuance of a grant award does not serve as an Illinois EPA endorsement of any vendor(s), contractor(s), and subcontractor(s) provided by grantee pursuant to item B.4 of this NOFO.

## **Mandatory Forms -- Required for All Agencies**

1. Uniform State Grant Application
2. Project Narrative
3. Budget using the Uniform Budget Template
4. Budget Narrative